

“MEET ME” STYLE TELEPHONE HEARING REQUIREMENTS

The following procedural requirements apply to EACH party and create a “virtual courtroom” where all participants in all hearings scheduled for a given time call into one telephone line, though anyone may personally appear in the courtroom of the judge presiding at the hearing, and simply listen until their particular hearing is called:

1. YOU **MUST**, **NOT LATER THAN the time set above**, **EITHER call AND CONNECT to (509) 353-3187**, or physically appear in the judge’s courtroom. The court will **NOT** initiate calls to the parties for this hearing. **[IMPORTANT NOTES:** (a) Do NOT call more than 5 minutes before the hearing; (b) if the phone just rings or the line is busy, keep trying until you connect; (c) there will be NO greeting until the judge appears; **AND** (d) **THIS IS NOT** an Oregon Area Code.]

2. DO NOT introduce yourself until the court calls your specific hearing. Simply stay on the line through the silence prior to the judge’s appearance, and then listen quietly until your hearing is called.

3. If you call in late, the judge will handle the late appearance the same as (s)he would a late appearance in court. If the case has already been called, the judge will likely decline to revisit any decision that was made when the case was called. Failure to appear at the scheduled time may result in denial of the relief requested or dismissal of the matter for failure to prosecute as to the movant/plaintiff, and may result in a default order being entered against a respondent/defendant.

4. Whenever speaking, you must always first identify yourself.

5. You must take all necessary steps to eliminate background noise such as shutting the door, turning off music, not talking to third parties, using a “Do Not Disturb” button so the telephone/intercom will not ring, positioning the telephone to minimize paper rustling, and keeping all nonparticipants in the room quiet.

6. Use of a speaker or “cell” phone is discouraged. You may be asked to call from another telephone if your phone causes static or has excessive background noise, etc., or the signal is weak or drops because of location.

Thank you.

Clerk, U.S. Bankruptcy Court

MeetMe (11/10/03)